**June 18, 2021 Board Meeting**

**MINUTES**

**START TIMES: 9 a.m. (PACIFIC) ● 10 a.m. (MOUNTAIN) ● 11 a.m. (CENTRAL) ● noon (EASTERN)**

* **Welcome/Call to Order** ~ *Melinda Grismer*
* **Roll Call** ~ *Crystal Tyler-Mackey*
  1. Melinda Grismer
  2. Adam Hodges
  3. Joy Moten-Thomas
  4. Susan Jakes
  5. Daniel Eades
  6. Rebekka Dudensing
  7. Jan Steen
  8. Jaime Menon
  9. Russ Garner
  10. Rachel Welborn
  11. Michael Wilcox
  12. Kara Salazar
  13. Ramona Madhosingh Hector
  14. John Phillips
  15. James Barnes
  16. Emily Proctor
  17. Katie Hoffman
  18. Crystal Tyler-Mackey
  19. Tamara Ogle
  20. Donna Rewalt
  21. Michael Dougherty
  22. Ricky Atkins
* **Approval of the Agenda** ~ *Melinda Grismer*

Susan Jakes made motion to approve. Adam seconded. Approved.

* **Approve May 21, 2021 Minutes** ~ *Crystal Tyler-Mackey*

Joy made motion to approve. Adam seconded. Approved.

* **Treasurer’s Report - accept and file** ~ *Daniel Eades*

Report filed. Conference committee saved a lot by using Oxford Abstracts. Susan Jakes made motion to approved. Rebekkah seconded. Approved.

* **The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*

Report filed. Most plaques have been sent but there are a few remaining.

**Partner Reports**

* Natl. Institute of Food & Agriculture (NIFA) ~ *Brent Elrod*
  + Not on call
* Regional Rural Development Centers Rep. ~ *Michael Wilcox*
  + Interesting to hear what people are sharing at NIFA and USDA listening sessions. RRDCs may be assisting in additional listening sessions. NACDEP members are encouraged to participate. Burgeoning need for a training on how to solicit and manage/analyze DEI data in needs assessments.

Federal Registry – Comment Period through July 15, 2021 - Identifying Barriers in USDA Programs and Services; Advancing Racial Justice and Equity and Support for Underserved Communities at USDA   
https://www.federalregister.gov/documents/2021/06/16/2021-12612/identifying-barriers-in-usda-programs-and-services-advancing-racial-justice-and-equity-and-support

Reminder: the RRDCs all have newsletters.

Southern Rural Development Center's newsletter: <http://srdc.msstate.edu/newsletters/ats/>

Reminder: the CD library is launched and live. Thanks for the partnership with RRDCs, NACDEP, Illinois, and Purdue. Please upload a fact sheet, curriculum, document etc. The librarians are ready to promote it.

**Standing Committee Reports**

* Finance Committee ~ *Daniel Eades (until a chairperson is appointed)*
  + Seeking a chair for the committee. Daniel is willing to help. Report filed.
* Communications Committee ~ *Jan Steen, Jaime Menon*
  + Trying to get 100 “likes” on YouTube, which will allow a shorter URL. May be seeking a conference chair for com com. NACDEP members are encouraged to like the page if you haven’t already. Good work continues to build upon Facebook page. Committee has decided to sunset the “intentional posting” to Instagram so Jaime is now supporting Facebook.
* Marketing Committee ~ *Emily Proctor*
  + Met June 15 and added new member to the committee last week. Reviewed notes, playbook and establishing new goals: submitting an article to the newsletter and gleaning support from the board to develop a one-pager to support membership from those typically underrepresented in NACDEP
* Member Services Committee ~ *Michael Dougherty*
  + Committee took a break this month. Had 8 months of Wednesday webinars. Working to identify a meeting date and time.
* Resolution and Policy *~ Adam Hodges*
  + Will ramp up work in January
* Recognition Committee ~ *Rachel Welborn/ Tamara Ogle*
  + Met to debrief awards process and conference awards session. Asked if there will be a time for members to learn about all committees. Melinda shared a upcoming Wednesday webinar will be held to do this.
* Development Committee ~ *Adam Hodges/ Peggy Schlechter*
  + Working with Melinda and Adam to discuss future of DevCom
* Historian Report ~ *Stacey McCullough*
  + Not on call but Melinda shared her report that Stacey has been interviewing past presidents. Melinda working on the role of historian moving forward.
* Nominations Committee – *Adam Hodges*
  + Nothing to report

**Updates from the Regions & Partners**

* Northeast ~ *Molly Donovan*
  + Not on call but shared they will meet soon
* North Central ~ *Kara Salazar*
  + Excitedabout the resouce-sharing and will meet next week
* Southern ~ *Susan Jakes*
  + Excited about Mississippi's NACDEP State Chapter proposal being presented today
  + Regional meeting in August
* Western ~ *Katie Hoffman*
  + Taking a short break after conference. A mini regional retreat is planned for fall
* 1890 ~ *Joy Moten-Thomas*
  + Working on identifying WHICH NACDEP members are with 1890 institutions as well as looking to implement some plans identified at the 1890 meeting Michelle Eley held
* 1994/FALCON ~ *John Phillips*
  + Seeking full 1994 NACDEP membership list in preparation for upcoming meetings
* Joint Council of Extension Professionals (JCEP) ~ *Adam Hodges/Melinda Grismer/Rebekka Dudensing (January 2022)*
  + All set with NACDEP reps for JCEP and PILD
* Journal of Extension ~ *Jamie Rae Walker*
  + Not on call
* PILD (April 12-14, 2022) ~ *Russ Garner, Ramona Madhosingh-Hector*
  + Have heard from PILD reps for upcoming meetings
* ELC (Feb. 9-10, 2022) ~ *Donna Rewalt, Mike Gaffney*
  + Not yet heard from ELC. Melinda will send an email to connect ELX with NACDEP reps.

**Conference Reports**

* 2021 Conference Recap (final conference accounting) – *Katie Hoffman/Melinda Grismer*
  + Nothing additional to report.
* 2022 Conference – *Melinda Grismer/Tamara Ogle*
  + Call out for additional committee members. Tamara has sent a survey and also encouraged sending others interested to join them

**Unfinished Business**

* Diversity, Equity & Inclusion (DEI) Committee
  + Michelle Eley shared synopsis at previous meeting. Need to appoint a chairperson and committee members. Melinda has done some reach outs and asked for thoughts. It was shared that co-chairs would be helpful. Also noted that at least one co-chair be from 1890 or 1994 institution would align well with committee goals
* Establishing reduced rate for students who attend 2022 and future conferences (tabled) and Encouraging conference participation from 1890 and 1994 institutions – consider establishing a reduced rate for 1890s and 1994s colleagues who attend 2022 and future conferences (tabled from May meeting)
  + Melinda clarified we cannot use endowment right now for scholarships. Ideas have been shared about these. Suggestions were supporting 6 students presenters at $250 each. Suggestions also for offering "break-even" rate for 1994 and 1890 members.
  + Suggestion made to offer sponsors the opportunity to add $100, for example, to sponsor a student
  + Discussion ensued and will continue
* Member outreach – what data do we need to include on the form (demographics, university information, interests/expertise? Ricky will email members and one of my undergraduate students will make calls to those who do not respond
  + Adding a NACDEP directory linked to our profiles showcasing areas of expertise, interest and potential growth (tabled from May meeting)
* How to retain/add value to NACDEP membership in 2021 and beyond (tabled from May)

**New Business**

* Presentation of Mississippi Chapter Application (James Barnes, Mississippi State University) – see documents attached for board review
  + James Barnes presented the proposal. Melinda told the board about the requirements. Adam made motion to approve Mississippi' proposal. Susan Jakes seconded. Approved.

**Comments and Announcements**

**Adjourn**

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**Next Zoom Board meeting is July 16, 2021 at 12:00 PM EASTERN)**

Board meetings are by Zoom on the 3rd Friday of each month.

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**Strategic Plan focus areas:**

* Priority #1: Communication Strategy
* Priority #2: Member Engagement
* Priority #3: Financial Stability
* Priority #4: Committee/Board Structure and Function